

FINANCE & UTILITY COMMITTEE MEETING
Monday, October 21, 2019, 6:30 PM

The Committee meeting was called to order at 6:30 p.m. by Mayor Jeff Snoots. Those present included: Mayor Jeff Snoots, Council Member John Dayton, Council Member Tom Smith, Committee Member Carroll Jones, City Administrator David Dunn, Public Works Director John Gerstner, Chief of Police Milt Frech, Water Superintendent Matt Campbell, Waste Water Superintendent Patrick Hoffmaster, Planning & Zoning Administrator Bruce Dell, City Clerk Carrie Myers, and Accountant Richard Marshall.

811 West Potomac Street Update – Dave updated the status of this project. John Strong estimated the building plans would be complete and ready for City review by the end of October. The site plan is still with Frederick County for review.

WTP – Yourtee Springs Update – Matt stated the original money we payed to Whitman was just for a study, and that the current quotes provided by vendors to Whitman were just the cost of purchasing necessary equipment, not any installation. The current quote for \$279,000 from Whitman would be for design/permitting/site plan/additional bidding/etc. necessary to get the project to a point where it is ready to build. Mr. Smith requested this item be added to the November 12, 2019 Council Meeting, and that someone from Whitman be present to explain the remaining process and answer questions.

WTP – Cross-Connection Proposal – Dave discussed getting a second proposal for this project. Both quotes will be brought back to the Committee at a future meeting.

WWTP – Lab Position vs. Contracting – Dave discussed a pilot program for the WWTP Lab position. By contracting all State-mandated testing to Fredericktown Labs, the City could recognize a cost savings of over \$64,000. The Lab position would then not exist within that department. The Committee recommended approval at the October 22, 2019 Council Meeting.

PW – Water Service Lines (Multi-House Connections) – In instances where two houses are served by the same service line, John would like the City to offer some assistance to residents who want to separate the lines into two separate connections. The consensus of the Committee is for the City to pay to replace the line from the main to the property line, then have the homeowner complete the rest of the connection. Dave will draft and policy and attach it to a resolution for approval at an upcoming Council Meeting. In the meantime, there is one homeowner that has requested this and is ready to move ahead. The Mayor says he will approve this request prior to the policy adoption.

FCPS BES Site Acceptance – FCPS would like to give us the property in question, which is surrounding Center Street. FCPS has no use for the property, but the City would let it grow back into a FRO property. The Committee recommended approval at the October 22, 2019 Council Meeting.

Parking Meter Stations – Dave previously provided a quote to remove all existing parking meters and install ten electronic meter boxes for an initial purchase of \$90,000. This proposal

would be a three-year lease for \$3,400 per month. The Committee requested Dave to obtain more information about purchasing options and return on investment numbers, but agreed this project is of value to the downtown.

School Zone Speed Cameras – Dave stated this proposal would be for two speed cameras: one at the elementary school and one at the middle/high school. He stated the vendor would install and keep the first \$4,000 worth of fines received each month, then the remaining fines would come back to the City to use how we see fit. The cameras would only be enforced during school hours and a citation can only be issued to vehicles traveling over twelve miles over the posted speed, as that is State law. Mr. Smith stated he was opposed to any speed cameras. Mr. Jones stated he'd like to see any revenue we may receive put towards something for the schools. Chief Frech said he didn't think this program would net much revenue, as speed sign data indicates a speeding problem does not exist in Brunswick. He also stated his officers would have to review and sign off on each citation issued. The Committee requested Chief Frech to get the speed sign fixed and obtain updated data in the subject areas, then bring this item back to the Committee for further discussion.

New Street Light Installation Requests – Dave stated we received a request for a street light at a dead end street. He stated Potomac Edison will install the light at no cost, but the City would be absorbed the cost of the electric usage on our monthly invoice. The Committee was concerned approve this additional light might be a slippery slope to other similar requests, and asked Dave to reach out to Potomac Edison for a list of current street lights so that deficiencies could be identified.

FY2021 Governor's Capital Budget Requests – Dave updated the Committee on the City's requests for State funding to include water distribution infrastructure, 811 West Potomac Street, and reservoir site.

FY2020 Finance Reports – The Committee briefly discussed current reports.

The meeting adjourned at 8:00 p.m.